

December 16, 2024

Monica Cepero
County Administrator
Broward County
PO Box 14740
Fort Lauderdale, FL 33302-4740

GRANT AGREEMENT

GRANTEE:	Broward County
SPONSORED PROJECT:	Youth Climate Action Fund
AMOUNT OF GRANT:	\$ 100,000
GRANT PERIOD:	01/01/2025–10/31/2025
GRANT ID #:	G-24-2146003

Dear Monica Cepero:

We are pleased to inform you that Rockefeller Philanthropy Advisors (“RPA”) on behalf of its sponsored project, the Youth Climate Action Fund (the “Project”), has approved a grant in the amount of \$ 100,000 (the “Grant”) to Broward County (the “Grantee”). The Grant term is from 01/01/2025–10/31/2025 (the “Grant Term”).

The Grant is for the following charitable purpose: To administer a Youth Climate Action Fund Round 2 microgrant program that engages youth aged 15 to 24 in designing, producing, and overseeing urgent climate solutions. The Grantee will:

- Continue the city’s Youth Climate Action Fund program team.
- Create a microgrant application process to identify, select, and fund youth-led climate projects that are aligned with the city’s top climate challenges as identified in its climate action plan and/or proposal to the Youth Climate Action Fund.
- Promote the microgrant application widely, starting with a public launch with the mayor, to ensure that youth-led organizations from across the city are proposing projects that they want to bring to life with support from the city’s Youth Climate Action Fund program.
- Select successful applicants and provide microgrants of USD \$1,000–\$5000 to newly proposed Round 2 projects.
- Collaborate with microgrant recipients to track project progress through at least one output and one outcome (where an output indicates work in progress, and an outcome demonstrates the impact).
- Engage other city leaders, relevant municipal agencies, and essential community partners in disseminating the project’s results to the broader resident community. This may involve

publishing blog posts on the city’s website, leveraging social media platforms, and collaborating with local media to share and celebrate achievements. (the “Grant Purpose”).

This grant agreement (this “Agreement”) records the terms of the Grant. The funds awarded under this Grant are subject to the Grantee’s compliance with (i) the terms and conditions of this Agreement, along with the RPA-approved proposal and associated budget, available for reference in the RPA grant portal, and (ii) such further conditions and requirements that RPA may from time to time specify in writing.

The funds will be used only for the Grant Purpose specified above or any subsequent amendments approved by RPA and the Youth Climate Action Fund. The Grantee is required to submit full and complete expenditure reports on how the funds are spent and narrative reports on the activities of the Grant.

1. **Charitable Status.** The undersigned organization certifies that it is a U.S. public charity, as determined by the Internal Revenue Service and that term is defined under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), or the equivalent thereof. The Grantee will advise RPA immediately if there is a change in its tax or formation status.
2. **Grant Purpose.** Disbursements are restricted to the support of the Grant Purpose. The Grantee will inform RPA immediately in writing, of:
 - Any substantial changes to the activities set forth in the RPA-approved Grantee proposal or expenditures in excess of 20 percent of Grant funds from one budget category to another existing budget category; prior to re-budgeting more than 20 percent of any category or creating a new budget line, a written request must be made to RPA for its written approval, which may be provided via electronic mail;
 - Any changes in key personnel, significant financial, administrative, managerial, or other difficulties that may hinder or prevent the Grantee from (i) fulfilling its obligations or using the Grant funds for the Grant Purpose, or (ii) expending the Grant funds within the Grant Term.

Any funds not expended or committed for the Grant Purpose or within the Grant Term shall be returned to RPA, unless RPA provides its written approval to the Grantee to retain such funds for other charitable purposes.

3. **Payment Schedule.** RPA shall remit the Grant to the Grantee, in accordance with the payment schedule below, upon RPA’s receipt of a countersigned copy of this Agreement.

Payment Amount	Projected Payment Date(s)
\$ 100,000	01/15/2025

RPA may modify the payment schedule from time to time and will notify you of any such changes in writing.

4. **Progress Reports.** The Grantee shall submit progress reports on the following dates:

Report Name	Report Due Date(s):
Final Report	12/15/2025

The Grantee shall submit all reports via the RPA Grant Portal. Each report must contain all narrative and financial elements outlined within the report form in the Grant Portal. Assistance accessing the portal email can be obtained by emailing rpafluxsupport@rockpa.org.

5. **Intellectual Property; Grant of License.** The Grantee hereby transfers and assigns to RPA a worldwide, irrevocable, perpetual, royalty-free, non-exclusive license to disseminate and sublicense any research, writing, study, publication, report, invention, patent, trademark, service mark, audio or video program, film, or other media product developed by the Grantee pursuant to this Agreement for RPA’s charitable and educational purposes.
6. **Grant Acknowledgment/Transparency.** RPA may disclose the Grant and other publications under the Grant in its public communications and publications. The Grantee may disclose information regarding this Grant in its public communications only upon the prior, written approval of RPA. Upon approval, the Grantee agrees to acknowledge the support provided through the Grant in all publications made pursuant to this Agreement by stating in an appropriate section of the publication that: *“This work was made possible through the support of the Youth Climate Action Fund, a sponsored project of Rockefeller Philanthropy Advisors.”*
7. **Termination.** RPA may, at its discretion, terminate this Agreement if (i) the Grantee fails to comply with the terms of this Agreement or (ii) the Grantee provides false or misleading information regarding the Grantee’s compliance with this Agreement.

If this Agreement terminates prior to the scheduled end of the Grant Term, the Grantee shall, within 30 days of termination, remit to RPA any portion of the Grant unexpended as of the termination date, along with a complete and accurate accounting of the receipt and disbursement of revenues and expenditures relating to the Grant.

8. **Repayment.** If RPA determines that the Grantee expended any part of the Grant in violation of the terms of this Agreement, the Grantee shall repay RPA an amount equal to the amount of funds so expended within 30 days of RPA’s written request for repayment.
9. **Recordkeeping & Retention Period.** The Grantee shall maintain complete and accurate financial records of revenues and expenditures relating to the Grant at all times during the Grant Term and retain all accounting records for at least four (4) years from the termination date of this Agreement.
10. **Audit.** The Grantee shall make all records available and permit RPA or RPA’s representatives to conduct reviews or audits, on-site or off-site, at any reasonable time, for inspection of the Grantee’s records and operations under this Grant, at any time during the Grant Term and within four (4) years after conclusion of the Grant Term.

The Grantee agrees to provide full cooperation and adequate documentation to RPA in the event of such a review or audit.

11. **Compliance with Applicable Law.** The Grantee shall ensure that all actions performed under this Agreement comply with all applicable U.S. state and federal laws and regulations and other relevant laws and regulations. The Grantee shall require the same contractual commitments to such laws and regulations and to the applicable provisions within this Agreement from all subgrants and subcontractors it engages pursuant to this Agreement.
12. **Prohibited Activities.** The Grantee shall not use any portion of the Grant to carry on propaganda, or otherwise attempt to influence legislation; to participate or intervene in any political campaign, on behalf of, or in opposition to, any candidate for public office; to induce or encourage violations of law or public policy; to cause any private inurement or improper private benefit to occur; or to take any other action inconsistent with Code Section 501(c)(3).
13. **OFAC and Anti-Terrorism Compliance.** The Grantee shall comply with all applicable sanctions and anti-terrorism laws. Moreover, the Grantee shall not use any portion of the Grant or otherwise transact with or provide any support to any individuals, entities or groups subject to the U.S. Treasury Office of Foreign Asset Control (“OFAC”) sanctions or any other persons known to the Grantee to support terrorism, terrorist organizations, or to have violated OFAC sanctions.
14. **Anti-Discrimination and Anti-Harassment.** RPA promotes and maintains a work environment that is free from discrimination and harassment, where all employees, consultants, grantees, and partners are treated with respect and dignity. Accordingly, the Grantee agrees that it promotes and maintains and, during the Grant Term, shall continue to promote and maintain such a work environment. For the purposes of this Agreement, “discrimination” means unjust or prejudicial treatment based on race, color, ancestry, place of origin, political beliefs, religion, marital status, family status, disability, sex, sexual orientation, age, veteran status, or because a person has been directly impacted by the criminal legal system. “Harassment” relates to any conduct, whether verbal, physical, or by innuendo, that is reasonably likely to cause offense or humiliation to any person.
15. **Anti-Slavery and Anti-Trafficking Compliance.** RPA is committed to preventing slavery and human trafficking in its operations and activities, including within its supply chain. Accordingly, the Grantee agrees that it, its employees, agents, and contractors do not and shall not engage in activities that support or promote trafficking in persons and shall comply with the laws of the United States and other applicable jurisdictions relating to modern slavery and human trafficking. The Grantee shall immediately notify RPA in writing if the Grantee has knowledge, whether substantiated or not, of an actual or suspected violation of this Section 15 and shall cooperate during any subsequent investigation of the actual or suspected violation by RPA, RPA’s representative, or a government agency. RPA or its authorized representative may, upon reasonable written notice, audit all pertinent books, records, work sites, offices, and documentation of the Grantee in order to verify compliance with this Section 15, such audit to occur during the customary hours of the Grantee’s operations.

16. **Anti-Bribery and Anti-Corruption.** The Grantee agrees not to offer, give, or agree to offer or give (either alone or in agreement with others) any payment, gift, or other advantage which could be interpreted as an inducement or a reward for any act or failure to act related to the Grant or this Agreement. The Grantee shall comply with and ensure that anybody employed or engaged or acting on its behalf complies with any anti-bribery or anti-corruption laws or regulations in any applicable jurisdiction, including the U.S. Foreign Corrupt Practices Act of 1977, as amended, and the UK Bribery Act 2010, as applicable.
17. **Safeguarding Compliance.** RPA is committed to safeguarding the well-being of all individuals who engage with the organization in any way. During the Grant Term, the Grantee may engage with people who are at potential risk of harm, including children and adults whom the law defines as vulnerable. “Safeguarding” means complying with the law in dealings with those individuals and includes going beyond the requirements of the law to protect people from harm generally, including neglect, emotional abuse, exploitation, radicalization, and the consequences of the misuse of personal data.

The Grantee shall comply with all applicable laws, and, in accordance with the applicable law, shall notify RPA promptly once it is aware of a safeguarding reporting obligation, and shall provide RPA with all information and assistance RPA may require regarding the Grantee’s or RPA’s reporting obligations. This Section 17 is not to be construed by the Grantee, RPA, or any third-party to obligate the Grantee or RPA to report information in violation of applicable laws concerning confidentiality.

18. **Entire Agreement.** This Agreement contains the entire understanding between the parties and supersedes all prior agreements, whether oral or in writing, concerning its subject matter. Any amendment of this Agreement must be in writing and signed by both parties.

Please indicate the Grantee’s agreement to the terms of this Agreement by countersigning this Agreement where indicated below and returning it to us. Please retain a copy for your records.

We are pleased to support you in this important work.

Rockefeller Philanthropy Advisors, Inc.



By: Walter Sweet

Date: December 16, 2024

Senior Vice President, Sponsored Projects and Funds

On behalf of the Broward County, I understand and agree to the terms of this Agreement.

By: _____

Date: _____

Name:

Title:

Approved as to form by
Andrew J. Meyers
Broward County Attorney
115 South Andrews Avenue, Suite 423
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600

By: **Jennifer Brown**
Digitally signed by Jennifer Brown
Date: 2025.01.23 14:57:56 -05'00'

Jennifer D. Brown (Date)
Assistant County Attorney

By: **MAITE AZCOITIA**
Digitally signed by MAITE AZCOITIA
Date: 2025.01.23 16:52:47 -05'00'

Maite Azcoitia (Date)
Deputy County Attorney

YOUTH CLIMATE ACTION FUND

ROUND 2 PROGRAM CHARTER

**YOUTH CLIMATE
ACTION FUND**

Supported by Bloomberg Philanthropies



“CLIMATE CHANGE IS AN ALL-HANDS-ON-DECK CHALLENGE, AND IT’S CRITICAL THAT YOUNG PEOPLE—WHO HAVE THE MOST AT STAKE—HELP LEAD THE WAY.”

–**Michael R. Bloomberg**, UN Special Envoy on Climate Ambition and Solutions and the 108th Mayor of New York City

INTRODUCTION

The Youth Climate Action Fund Program Charter for Round 2 is organized into five sections: Program Overview, Grant Guidelines, Reporting, Communications, and example Microgrant Projects. Building on the tremendous work and remarkable achievements of cities and youth in Round 1, this document provides a comprehensive guide to Round 2 program requirements and support.

To further assist you and your city throughout the program, the Youth Climate Action Fund team will continue to share templates, resources, provide coaching, and host virtual meetings beyond what is included in this document.

Thank you for your commitment to advancing youth-led climate action. Together, we're building a stronger, more sustainable future.

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OVERVIEW

Mayors are on the front lines of the climate crisis, tackling emergencies and testing interventions. Over the past decade, local governments have played a critical role in mitigating and adapting to climate change, and many cities are reducing per capita emissions faster than their national governments. But the most impactful solutions will be those designed not just for communities but also with them.

As urban areas continue to grow, it is projected that 60 percent of urban residents will be under the age of 18 by 2030, positioning youth not just as stakeholders but as central actors in urban futures. With 84 percent of youth around the world reporting that they are worried climate change threatens people and the planet, and more than 60 percent saying that government is not doing enough to avoid climate catastrophe or take their concerns seriously, it is clear that youth are critical to driving local climate action. To ignite the climate action needed to advance local — and global — progress, young residents must have a seat at the table.

THE PROGRAM

The Youth Climate Action Fund, established and supported by Bloomberg Philanthropies and delivered in partnership with United Cities and Local Governments (UCLG) and the Bloomberg Center for Public Innovation (BCPI) at Johns Hopkins University, as a fiscally sponsored project of Rockefeller Philanthropy Advisors (RPA), provides technical assistance and funding to cities worldwide to engage tens of thousands of youth aged 15 through 24 in designing, implementing, and overseeing urgent climate solutions, from tree planting to policy making. Proposed by youth and selected by cities, the microgrant-funded efforts are expected to ignite awareness and action to advance climate goals as critical as achieving decarbonization and reducing consumption-based emissions, and launching climate adaptation initiatives.

In just one year, the program has delivered remarkable results. During Round 1, **98 cities** collectively awarded over **US\$4 million** to fund **1,102 youth-led projects**, empowering nearly **4,000 young people** to lead local climate action. Projects spanned diverse initiatives, from restoring public spaces and building sensory

gardens to organizing events and launching innovative campaigns. Many youth participants were first-timers, both in leading climate action and collaborating with their city governments.

In Round 2 of the Youth Climate Action Fund, more than 90 cities across five continents will receive an additional **US\$100,000** to fund youth-led climate initiatives. Building on the successes and lessons learned from Round 1, this next phase focuses on greater ambition, more creative solutions, and the long-term integration of youth engagement into city practices and routines – reflecting the growth of the program and the leadership of participating cities.

With double the funding and a year of experience, Round 2 offers cities the opportunity to deepen collaboration, support more impactful projects, and inspire the next generation of local youth leaders.

Specifically, in Round 2, the Youth Climate Action Fund aims to support cities to

- Foster meaningful engagement with local youth through active collaborations like design workshops and innovation training.
- Enable diverse and innovative projects that prioritize co-design and co-governance, creating impactful partnerships between cities and young leaders.
- Communicate progress and share successes widely, highlighting inspiring stories of young people driving change alongside their local governments.
- Embed youth engagement into city practices, elevating the role of young people in local climate action and making these efforts a routine part of city operations.
- Sustain successful projects wherever possible, creating a lasting impact that extends beyond the program.

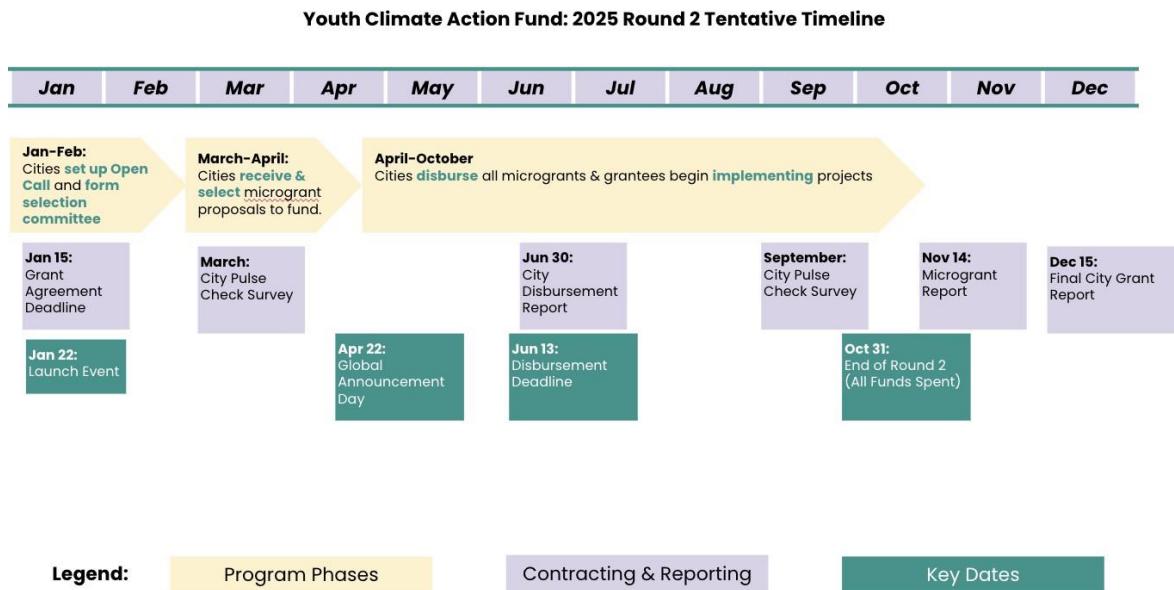
As part of this global initiative, your city is at the forefront of climate action—setting a powerful example for communities worldwide.

Welcome to Round 2—let's build on this momentum and continue creating meaningful change together!

BENEFITS FOR CITIES

- **Funding:** A grant of \$100,000 to fund a minimum of 17 local microgrant projects.
- **Coaching:** Tailored support, including monthly calls with an experienced expert.
- **Webinars:** Online events and training sessions to understand program requirements and learn from best practices.
- **Peer Learning:** Collaborative online sessions to gain inspiration, learn from innovative approaches and share experiences with colleagues from other cities.
- **Templates and Guidelines:** Materials based on best practices to support local implementation, available in the program Resource Library.

Timeline



EXPECTATIONS FOR CITIES

- To foster deeper trust and collaboration between local government and youth, active participation of the Mayor and other city leadership is key to the program's success. In Round 1, mayors joined design sessions, visited schools, collaborated with the city's youth council, hosted receptions, visited projects, promoted the call in social media, and gave interviews to local media.
- Launch an Open Call for microgrant proposals with the leadership of the Mayor. The open call should include a public application process to identify, select, and fund ambitious youth-led microgrant climate projects that are aligned with the city's Climate Action Plan.
- Promote the program widely. Communicate that you are looking for a variety of ambitious, innovative youth-led climate projects.
- Organize at least one design or co-creation session to support potential applicants in developing their project ideas.
- Disburse a minimum of US\$85,000 in microgrants to local youth-led climate projects to a minimum of 17 projects.
- Announce all or a number of microgrants on the global announcement day (April 22, 2025).
- Organize at least one event for grantees with the Mayor to encourage and support project implementation (for example: a kick-off event where the Mayor welcomes the grantees after they've been selected OR a mid-point event where grantees provide the Mayor with a brief update or a presentation on the status of their projects).
- Submit periodic surveys and reports.
- Attend at least 80% of technical assistance including webinars and peer-learning events.
- Have monthly meetings with your designated coach.
- Continue to provide support and resources to your city's Youth Climate Action Fund project team.

- Finally, please remember that it is prohibited to have non-city affiliated organizations take the lead in launching and managing your city's Youth Climate Action Fund program.

GRANT GUIDELINES

Open Call

One of the goals of the Youth Climate Action Fund is to build deeper trust and collaboration between local governments and local youth. This is why an open call is a mandatory requirement for participation in the Youth Climate Action Fund. This includes:

- Use a simple Youth Climate Action Fund application that clearly outlines criteria for selecting youth–proposed projects. Feel free to reuse or adapt your city’s Round 1 application.
- Appoint a committee to review applications and select youth–led projects that meet the goals and criteria of the Youth Climate Action Fund. The committee should include members of your city’s team and external advisors, who bring additional expertise while not being directly affiliated with potential grantees or projects to avoid conflicts of interest.
- Identify key goals from your city’s Climate Action Plan. Communicate clearly that winning ideas must directly support these objectives.
- Define and include the criteria that you will use to choose the winning projects.
- Be clear and specific about how young people apply, what format the application should take, when it is due, and who will make the decisions and when.
- Set up a dedicated, easily–accessible website to direct the proposal submission and keep young people updated on the program’s status.
- Promote the call widely.

We will provide you with templates and guidance for the successful execution of the open call.

Youth Microgrants

In Round 2 of the Youth Climate Action Fund your city will receive grant funding of up to US\$100,000 to support local youth–led climate projects over 10 months through the

distribution of US\$1,000–US\$5,000 microgrants. You can use up to 15% of your \$100,000 grant (i.e. US\$15,000) to cover administrative costs associated with managing the Youth Climate Action Fund program. All grants are subject to vetting and approval by the program’s fiscal sponsor, Rockefeller Philanthropy Advisors, as well as applicable laws, rules, and regulations.

You can support a wide variety of projects through your participation in the Youth Climate Action Fund. Your microgrants should support youth-led and youth-serving organizations and groups implementing projects such as awareness, education, research, co-development initiatives; climate mitigation and adaptation initiatives, and involvement in co-governance of local climate action plans. At the end of this charter, you will find an illustrative list of the types of projects that were supported in Round 1 of the Youth Climate Action Fund. These examples show what is possible, but cities are encouraged to be open to new projects that young residents might propose.

Your city needs to select and award microgrants to a minimum of 17 climate-focused projects proposed by youth-led or youth-serving organizations.

If your city uses \$15,000 for administrative costs:		If your city covers all administrative costs:	
Minimum number of projects (\$5000 grants)	Maximum number of projects (\$1000 grants)	Minimum number of projects (\$5000 grants)	Maximum number of projects (\$1000 grants)
17	85	20	100

Eligible Groups and Organizations to Apply for a Microgrant:

Youth-Led and Youth-Serving Organizations

- The organizations must be legally recognized as incorporated entities.
- They need to have clear charitable goals. Private companies are not eligible as micrograntees.

- They must possess bank accounts registered under the organization’s name, not under an individual’s name.
- The organizations can be either youth-led or youth-serving organizations. A youth-serving organization is generally led by adults and provides programs and resources intentionally designed to meet the needs of young people.

Other Sponsor Organizations

- Other types of organizations can administer and manage the funds and serve as sponsors for youth-led projects.
- These can include: a city agency or department (such as a library, museum, school, parks and recreation department, or other educational institutions), a community organization, a religious organization, or other recognized organizations or associations that can serve as fiscal agents to support project expenses.
- This arrangement can work, for instance, in cases where youth groups, classroom initiatives, or school clubs choose to submit projects and wish to manage funds through their affiliated schools.
- Youth-led projects need to be composed of at least three individuals aged 15 to 24 who actively participate in decision-making and oversight.
- The city unit that is housing the city’s Youth Climate Action Fund program and evaluating microgrant applications is not eligible as a sponsor of any microgrant applications to ensure transparency and avoid conflicts of interest.

Mandatory Criteria for Microgrant Projects

- All microgrants are aligned and explicitly linked with the city’s climate priorities or action plan.
- Each microgrant must be allocated to a separate and different project.
- All grants, even when the recipient is an adult-led organization, must be proposed by youth and selected through a transparent, public process.

- Each project must be led and implemented by youth aged 15–24.
- No more than three microgrants may be awarded to the same grantee organization.
- All of the city’s microgrants cannot be directed to one single theme but must demonstrate diversity in local climate action.
- Equipment and capital investment for infrastructure improvements should not represent more than 50% of a project’s microgrant budget.
- All projects must be feasible and can be completed by October 31, 2025.
- Each microgrant must demonstrate high impact with innovative approaches and clear goals.
- All projects must complete applications and submit reporting documents.

This approach ensures diversity and maximizes the impact of your microgrants. Allocating funds to multiple projects also promotes innovation and addresses a broader range of needs or opportunities within the community.

Eligible Microgrant Project Expenses

Eligible microgrant project expenses include:

- Project supplies and materials, including rental and purchase of items directly needed to carry out the project, such as equipment, tools, art supplies, or technology.
- Costs for organizing community events, workshops, or educational sessions, including venue rental, printing of materials for participants, and basic refreshments.
- Costs for any necessary permits to implement the project in accordance with local regulations.
- Reasonable ground travel expenses for youth participants or team members directly involved in project implementation.

- Promotional materials to raise awareness about the project, encourage engagement from stakeholders and the greater community, and share project results including photography, editorial support, and videography.
- Reasonable fees for training and mentorship offered in workshops with youth participants
- Project sponsorship costs that local NGOs, civic groups, neighborhood clubs, schools or other organizations may charge for receiving a microgrant on behalf of youth project leads. The costs should be no more than 15% of the microgrant value.
- Microgrants are not intended as stipends or salary for the youth leads, but rather to encourage volunteerism and civic engagement. Therefore, the following expenses are permitted, but they should not make up the majority of the microgrant: funds to enable youth participation such as bus fare, per diems for food or gift cards.

Ineligible Microgrant Project Expenses:

The following expenses are not eligible for the Youth Climate Action Fund program:

- Services covered by existing city initiatives
- Rent or utilities, unless specified above
- Nonprofit/NGO incorporation fees
- Speaker honorariums and speaker fees
- Scholarships
- Direct support to individuals or families
- Partisan political organizations
- Political campaigns, fundraisers, or projects
- Capital campaigns, endowments, or endowed chairs
- Events or fundraisers not related to youth climate action

City Administrative Budget

You can allocate up to 15% (\$US15,000) to cover a portion of administrative costs associated with managing the program. You can use this for salaries and stipends, supplies and materials, or to support communications.

Eligible Administrative Expenses Include:

1. Staff (salaries and other compensation)
 - a. Staff compensation for program administration.
 - b. Stipends for reviewing and evaluating project proposals.
2. Events and communication
 - a. Costs associated with the organization and promotion of an Open Call
 - b. Organizing informational and celebratory events for youth microgrant recipients
 - c. Stakeholder and youth engagement activities, including forums and feedback sessions.
3. Fees (consulting and service fees)

REPORTING

Reporting for the Youth Climate Action Fund plays a vital role in capturing stories and key data to celebrate youth achievements in your community, while tracking the impact and effectiveness of the program. You will receive the following surveys to monitor progress and ensure timely, successful implementation of the program:

- ***City Pulse Check Surveys*** will provide real time updates on your progress toward program milestones and help identify areas where you or your grantees may need additional support. They will also ensure that the technical assistance and templates are tailored to advance youth engagement around climate change in your city. The surveys will be due in March and in September 2025.
- ***City Disbursement Report*** is a reporting requirement that will capture key program indicators including the number of projects awarded, total value of microgrant funds disbursed, one output and outcome per project, and the status of implementation of youth-led projects. The City Disbursement Report is due by June 30, 2025.
- ***Microgrant Report*** is a reporting requirement that will capture the impact of each project supported by a microgrant including the project's final budget, the number of youth volunteers, and measures of outputs and outcomes. All micrograntees must submit this report by November 14, 2025.
- ***Final City Grant Report*** is a formal reporting requirement that your city must submit to the Youth Climate Action Fund team at the end of the grant period. In this report, cities are required to provide information on program delivery, including a financial report showing the city's approved budget compared to actual spend for each line item. The Final City Grant Report materials must demonstrate that funds were used for charitable purposes and in accordance with the grant agreement terms. The report should also detail the impact of each project, including the number of youth volunteers involved, and one

output and one outcome per project. Additionally, the Final City Grant Report must include copies of the individual reports submitted by each micrograntee to their respective cities. The Final City Grant Report is due by December 15, 2025.

Data Collection

As a participating city, we appreciate you and your team's willingness to capture both quantitative and qualitative data throughout the program. Over the course of Round 2, the Youth Climate Action Fund team will ask for different types of quantitative metrics (such as, open call data, program applications, youth participation data, number of volunteers) as well as qualitative data (such as, photos, videos, quotes, social media engagement, and more). We appreciate your collaboration in telling the story of the program.

COMMUNICATION

These communications guidelines are prepared for participating mayors and cities and include guidance, resources, graphics, and messaging for cities and mayors to share and celebrate your participation with local media, on social media platforms, and constituents, alongside us.

Your city's participation and status as part of Round 2 of the Youth Climate Action Fund can be announced once you have a signed grant agreement. We encourage you to communicate this news on the city and city officials' social media channels using the following guidance and resources:

Social Handles: When sharing social content, please tag the following partner handles:

- Tag Bloomberg Philanthropies on [Twitter/X](#), [Facebook](#), [Instagram](#), and [LinkedIn](#).
- Tag United Cities and Local Governments on [Twitter/X](#), [Facebook](#), and [LinkedIn](#).
- Tag Bloomberg Center for Public Innovation on [Twitter/X](#), [Facebook](#), and [LinkedIn](#).

Please use the the following graphic assets for social media posts and program-related web pages on your official city website:

- Badge Graphic: Available for download [HERE](#).
- Logo: We encourage you to add the official Youth Climate Action Fund logo to your web pages that include information about the Youth Climate Action Fund for young residents in your city to learn more and apply. High resolution logos are available [HERE](#).

For any questions on the guidance here, or for additional support, please reach out to Sam Fuld at Bloomberg Philanthropies (sam@bloomberg.org).

POSSIBLE MICROGRANT PROJECTS

Awareness, Education, Research, Co-Development Initiatives

- Youth Climate Advisory Boards: Establish advisory boards or councils composed of young people to work alongside city officials in designing and refining climate policies and programs, ensuring that they reflect the needs and perspectives of youth.
- Youth-Led Climate Education Programs: Develop educational initiatives led by young people that target local schools and communities to increase awareness and understanding of climate issues.
- Youth Climate Hackathons: Organize hackathons where young tech-savvy individuals can create innovative solutions and apps to address climate challenges in the city.
- Youth-Led Climate Surveys and Research: Engage youth in conducting surveys and research on local climate impacts, helping to gather valuable data for decision-making.
- Youth-Designed Public Art and Awareness Campaigns: Encourage young artists to create public art installations and awareness campaigns that convey the urgency of climate action and the city's goals.

Launching Climate Mitigation and Adaptation Initiatives

- Community Gardens, and Urban Farming: Support youth-led initiatives to create community gardens, green rooftops and urban farming projects to promote sustainable food production and reduce carbon emissions.
- Youth-Managed Recycling and Waste Reduction Programs: Empower young people to lead efforts in recycling, waste reduction, and upcycling programs, making communities more environmentally friendly.
- Green Transportation Initiatives / Designing Streets with Kids: Encourage youth to propose and implement bicycle-sharing programs, pedestrian-friendly initiatives, and electric vehicle charging stations to reduce reliance on fossil fuels.

- Youth–Led Reforestation and Tree–Planting Campaigns: Mobilize young volunteers to plant trees, improve urban green spaces, and increase urban canopy coverage for better air quality and climate resilience.
- Climate Resilience Workshops and Disaster Preparedness: Youth groups can organize workshops and training sessions on disaster preparedness, climate resilience, and community–based responses to extreme weather events.

Involvement in Governance of Local Climate Action Plans

- Youth Climate Participatory Budgeting: Establish dedicated resources for young residents to allocate annually toward climate priorities set by cities for programs created by youth.
- Youth Climate Ambassadors: Designate youth climate ambassadors to represent young people’s perspectives in city council meetings, climate task forces, and public consultations.
- Youth–Hosted Climate Town Halls: Organize town hall meetings moderated by youth leaders where community members can discuss climate–related concerns and ideas for solutions.
- Youth Climate Data Monitoring: Develop apps or youth citizen science platforms for tracking and reporting on local climate data, helping authorities make informed decisions and involving young people in data–driven governance.
- Youth–Created Climate Action Plans: Encourage youth teams to develop their own climate action plans for their communities, which can be integrated into the city’s broader strategy.

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